



PHILIP L. BROWNING
Director

**County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

425 Shatto Place, Los Angeles, California 90020
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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

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June 18, 2013

20 June 18, 2013

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

**RECOMMENDATION TO APPROVE ONE-YEAR EXTENSION TO THE
INTER-UNIVERSITY CONSORTIUM TRAINING SERVICES CONTRACTS
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) seeks to execute six Inter-University Consortium (IUC) training contract amendments for two six-month terms for one additional year from July 1, 2013 through June 30, 2014, to complete negotiations of a new contract for the provision of DCFS staff training and Master of Social Work (MSW) Internship Program services. The six IUC contractors are: California State Los Angeles University Auxiliary Services, Inc. (CSULA); California State University, Dominguez Hills Foundation (CSUDH); California State University, Long Beach Foundation (CSULB); The University Corporation [for California State University, Northridge] (CSUN); The Regents of the University of California (UCLA), and The University of Southern California (USC).

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or his designee, to prepare and execute contract amendments (substantially similar to that in Attachment I) to extend six IUC contractors for the provision of IUC training and MSW Internship Program services effective July 1, 2013 through December 31, 2013. The aggregate Maximum Contract Amount for these contracts is \$4,154,500, financed by 75% (\$3,115,875) Federal revenue, 17.5% (\$727,038) State Realignment Revenue, and 7.5% (\$311,587) net County cost. Funding is included in the Fiscal Year (FY) 2013-2014 CEO Recommended budget.
2. Delegate authority to the Director of DCFS, or his designee, to extend the contracts, if necessary,

for an additional six months from January 1, 2014 through June 30, 2014 provided that prior County Counsel approval is obtained. Upon execution of these amendments, the Director of DCFS, or his designee, will notify the Board and the Chief Executive Office (CEO) in writing within 10 working days from the date of the amendment execution. The cost of this six-month period is \$4,154,500, and the funding source will be the same as the first six-month extension period. Funding for this amendment is also included in the FY 2013-14 CEO Recommended Budget.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The six current IUC contracts will expire on June 30, 2013. The recommended action will allow DCFS to continue the provision of DCFS staff training and MSW Internship Program services while the new contract negotiation process continues and a new contract for the Department's training and MSW internship programs is recommended to the Board for approval.

DCFS is revising the existing contract's scope of work for the new contract to better meet the Department's needs. Due to concerns expressed by staff and key stakeholders throughout the strategic planning process, the Department conducted a comprehensive skills, knowledge, and abilities needs assessment of its Children's Social Workers and Supervising Children's Social Workers. This assessment identified gaps in knowledge, provided a more informative picture of where training initiatives should be focused and confirmed the need for the Department to revamp its approach to child welfare training. Key services under this approach will be the incorporation of the Core Practice Model in all aspects of training and expansion of the DCFS Core Academy for new workers to establish an educational program that delivers a solid foundational experience for each new hire.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan, Goal No. 1, Operational Effectiveness and Goal No. 3, Integrated Service Delivery.

The recommended actions will enhance DCFS' employees' knowledge and skills in performing their duties in order to improve the well being of children and families in Los Angeles County through good health, economic well-being, safety and survival, social and emotional well-being, and educational and workforce readiness.

FISCAL IMPACT/FINANCING

The estimated aggregate Maximum Contract Amount for one additional year is \$8,309,000, financed by 75% (\$6,231,750) Federal revenue, 17.5% (\$1,454,075) State Realignment revenue, and 7.5% (\$623,175) net County cost. Funding is included in the FY 2013-14 CEO Recommended Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On June 9, 2009, the Board approved six IUC contracts for a three-year term effective July 1, 2009 through June 30, 2012. Two additional six-month extensions from July 1, 2012 through December 30, 2012, and January 1, 2013 through June 30, 2013 were executed by the DCFS Director through delegated authority under a Board letter adopted by the Board on June 22, 2012. The contracts

provide in-service training to DCFS employees, both professional and clerical, and select community partners eligible for training under Title IV-E training. Training integrates Federal, State, and local laws, DCFS policies and procedures, governmental training mandates, and ongoing updates of child welfare related policies that might affect training deliverables. The contracts also educate and prepare MSW students who participate in the DCFS Internship program for employment upon graduation. The MSW program includes professional in-service training and advanced instructional programs in the field of child welfare services.

The six current members of the IUC (CSULA, CSUDH, CSULB, CSUN, UCLA, and USC) currently collaborate and coordinate activities to provide consistent program services under separate contracts.

The Department evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to these contracts. These services cannot be effectively performed by County employees because they require the development and utilization of resources that are not available in the County system.

The CEO and County Counsel have reviewed the amendments and Board Letter. The attached contract amendment has been approved as to form by County Counsel.

CONTRACTING PROCESS

The six current IUC contracts were procured by negotiation for the period from July 1, 2009 through June 30, 2012. On March 22, 2012, CDSS approved the DCFS' request for two additional six-month extensions to the contracts effective July 1, 2012 through December 31, 2012, and January 1, 2013 through June 30, 2013. On May 15, 2013, CDSS approved the DCFS' request for procurement by negotiation for a three-year contract term, and for two additional six-month extensions to the contracts effective July 1, 2013 through December 31, 2013, and January 1, 2014 through June 30, 2014.

CONTRACTOR PERFORMANCE

The Contractors have sufficiently met performance standards to recommend contract extensions. Contractors are responsive in providing training services to DCFS' employees and MSW interns who participate in the DCFS Internship program.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

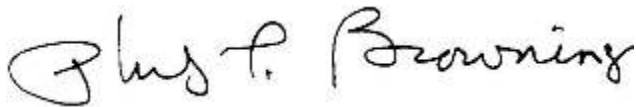
Approval of the one-year extension will allow the Department to continue to provide training to employees to further enhance their knowledge and skills in the performance of their duties and allow continuance of the MSW internship stipend program. The service levels required under the recommended contract extensions are the same as those in the current contracts.

The contracts will not infringe upon the role of the County in relationship to its residents, and the County's ability to respond to emergencies will not be impaired. There is no change in risk exposure to the County.

CONCLUSION

Upon Board approval, the Executive Officer, Board of Supervisors, is requested to return one adopted stamped Board Letter to the Department of Children and Family Services.

Respectfully submitted,

A handwritten signature in black ink, reading "Philip L. Browning". The signature is written in a cursive, flowing style.

PHILIP L. BROWNING

Director

PLB:CMM

KF:FC:ew

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisor



(FORM AMENDMENT)

AMENDMENT NUMBER _____

**INTER-UNIVERSITY CONSORTIUM TRAINING SERVICES
CONTRACT NUMBER _____**

WITH

CONTRACTOR

**INTER-UNIVERSITY CONSORTIUM (IUC) TRAINING SERVICES
CONTRACT NUMBER _____**

This Amendment Number ____ (hereinafter referred to as "Amendment") to the Training Services Contract Number _____, (hereinafter referred to as "Contract") is made and entered into at Los Angeles, California this _____ day of _____, 2013, by and between County of Los Angeles (hereinafter referred to as "COUNTY") and _____ (hereinafter referred to as "CONTRACTOR").

WHEREAS, COUNTY and CONTRACTOR are parties to the Contract Number _____, adopted by the Board on June 9, 2009, and CONTRACTOR has been providing Training Services to the COUNTY;

WHEREAS, a purpose of this Amendment is to extend the term of this Contract for six months, effective July 1, 2013 through December 31, 2013, and for an additional six months, if determined necessary by the County;

WHEREAS, the contract sum is amended to add the six-month extension period contract amount;

WHEREAS, this Amendment is prepared and executed by COUNTY and CONTRACTOR as set forth in the Contract, Part II, STANDARD TERMS AND CONDITIONS, Section 7.0, CHANGES AND AMENDMENTS;

NOW THEREFORE, COUNTY and CONTRACTOR mutually agree to the following changes to the Contract:

1. Part I, UNIQUE TERMS AND CONDITIONS, Section 3.0, **TERM AND TERMINATION**, subsection 3.1 is amended to add subparagraphs 3.1.4 and 3.1.5 to read as follows:
 - 3.1.4 The term of this contract is extended for an additional six months, effective July 1, 2013 through December 31, 2013, to complete a solicitation or negotiation of a new contract, unless terminated earlier or extended.
 - 3.1.5 This contract may be extended for an additional six months from January 1, 2014 through June 30, 2014, at the sole discretion of COUNTY, by amendment or written notice of the Director of DCFS, or his designee, prior to the termination of the Contract.

2. Part I, UNIQUE TERMS AND CONDITIONS, Section 4.0, **CONTRACT SUM**, Subsection 4.5 is revised to read as follows:

4.5 The maximum amount payable under this Contract shall not exceed \$_____ for the contract periods July 1, 2009 through June 30, 2010; July 1, 2010 through June 30, 2011; and July 1, 2011 through June 30, 2012; and July 1, 2012 through June 30, 2013; and shall not exceed \$_____ for the contract period July 1, 2013 through December 31, 2013, hereinafter referred to as the "Maximum Annual Contract Sum." The total amount payable under this Contract, is \$_____, hereinafter referred to as the "Maximum Contract Sum."

3. Exhibit A-4 is amended by incorporating the attached line item budget for the period of July 1, 2013 through December 31, 2013, and a new line item budget for the period of January 1, 2014 through June 30, 2014, if the option to extend is exercised.

ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN IN FULL FORCE AND EFFECT.

AMENDMENT NUMBER _____
INTER-UNIVERSITY CONSORTIUM (IUC) TRAINING SERVICES
CONTRACT NUMBER _____

IN WITNESS WHEREOF, the Board of Supervisors of the COUNTY of Los Angeles has caused this Amendment Number _____ to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has caused this Amendment Number _____ to be subscribed on its behalf by its duly authorized officer(s) as of the day, month and year first above written. The person(s) signing on behalf of the CONTRACTOR warrant(s) under penalty of perjury that he or she is authorized to bind the CONTRACTOR in or to this Contract.

COUNTY OF LOS ANGELES

CONTRACTOR

Name of Agency

By: _____
Philip L. Browning, Director
Department of Children & Family Services

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

Tax Identification Number

APPROVED AS TO FORM:
BY THE OFFICE OF COUNTY COUNSEL
JOHN KRATTLI, Acting County Counsel

By: _____
David Beaudet, Senior Deputy County Counsel